

## **Guidelines for Poster Preparation:**

The presenter must be a fully paid and registered participant at the conference. Kindly email proof of payment to Ms Devi Arunasalam (devi.arunasalam@monash.edu)

### **A. Poster Content Requirements:**

1) Prepare a PORTRAIT poster size A0, 841mm (width) x 1189 mm (height). Use appropriate font size and style to ensure legibility at a distance.

2) Ensure that format of the poster is as below:

Title

Author/s and Affiliation/s (Please underline and bold poster presenter)

Background

Methods

Results

Discussion

Conclusion

Theme (select one – 1. Professionalism; 2. Simulation; 3. Patient Safety; 4. Physician Resilience; 5. Others (related to health and medical education))

Key words

### **B. Presentation of Poster at Conference on Site:**

1) Bring the printed poster with you. There is no poster printing facilities at conference site.

2) Mount the poster on allocated boards on Friday 25 January from 0800-1000 hrs. Boards will be allocated by poster numbers that would be given to participants on day of registration for specific poster mounting. Any mounting on other areas would be an immediate disqualification. Poster fixing tape/ materials will be provided. Information on the poster venue will be provided later.

3) Remove the poster latest by 1400 hrs on Saturday 26 January. The organisers will not be able to mail any posters back to the presenters in the event that they are left behind.

4) Be available for presentation to the judges at the allotted time. Each participant will be given 5 minutes to present their abstracts to the judges. This will be followed by a short discussion and Q and A.

5) Be available by your poster during lunch and/or coffee breaks for queries from the participants and for the closing and prize giving session on 26<sup>th</sup> Jan 12.45pm onwards